



DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
6661 WARRIOR TRAIL, WOODFILL HALL
FORT POLK, LOUISIANA 71459-5339

AFZX-CG

11 Jun 25

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Joint Readiness Training Center (JRTC) and Fort Polk Policy No. 10 - Basic Allowance for Subsistence (BAS) and Meal Collections

1. References.

a. Department of Defense Directive 1418.05, Basic Allowance for Subsistence (BAS) Policy.

b. Army Regulation 600-38, Meal Card Management System.

2. Purpose. To provide guidance for approval to allow Soldiers who reside in single government quarters to receive BAS entitlement with or without meal deductions.

3. Applicability. This policy applies to all Soldiers and organizations stationed at Fort Polk.

4. Policy.

a. Although BAS is an entitlement for all Soldiers, commanders must support and promote maximum use of government mess and ensure Soldiers are provided with well-balanced and nutritional meals. Soldiers assigned to single government quarters are authorized subsistence in kind (SIK) and will only be given permission to receive BAS without meal deductions for exceptional cases.

b. All enlisted Soldiers arriving to Fort Polk who will reside in single government quarters will immediately be coded "SIK" on their Common Access Card (CAC) until the Soldier either no longer occupies the space or is permitted to mess separately.

5. Implementation.

a. Battalion Commanders will recommend approval/disapproval for Soldiers requesting to receive separate rations. Brigade Commanders or Special Courts-Martial Convening Authorities (SPCMCA) will expand oversight through management control, command inspections, and staff assistance visits.

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b. Unit Commanders will conduct a monthly review of all Soldiers residing in single government quarters to determine if receiving BAS without meal deductions is warranted.

6. Authorizations.

a. Brigade Commander/SPCMCA may approve separate rations for the following:

(1) All married Soldiers, upon confirmation they no longer reside in single government quarters;

(2) All single, pregnant Soldiers reaching their seven-month gestation period, upon confirmation from their attending physician.

(3) Staff Sergeants (E-6) and above.

(4) Soldiers assigned to private housing.

(5) Single, enlisted Soldiers residing with Family members.

(6) Requests based on an organizations rotational/training tempo and/or mission requirements (i.e. 1-509th IN personnel, 519th MP Roadable personnel, 1-5 AV job specific personnel, and MEDDAC);

(7) Soldiers assigned to units located on North Fort Polk (3-353d REGT and 705th EOD); and

(8) Soldiers entering the Career Skills Program.

b. The JRTC and Fort Polk Commanding General retains approval authority for all Sergeants (E-5) and below who do not meet the criteria listed for Brigade Commander/SPCMCA Approval Authority.

c. Request an exception to policy by submitting a Personnel Action Request (PAR) in the Integrated Personnel and Pay System-Army (IPPS-A) with supporting justification through the Brigade/Battalion Commander, through the G1, to the JRTC and Fort Polk Commanding General. Each request will be considered on its merits.

d. Field Duty.

(1) When performing field duty, commanders must ensure all Soldiers are provided government meals to preclude unnecessary costs. Government meals may be

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provided through the use of operational rations, box lunches, or when duty location requires, the garrison dining facility meals.

(2) Commanders will initiate action to affect all required reimbursements beginning when meals are available during field duty, to include preparation for deployment and travel to and from home station, if applicable. Reimbursement for all meals available, beginning with the first meal and ending with the last meal available, will be accomplished by BAS recoupment or payroll deduction for officers and senior enlisted.

(3) If installation dining facility demands prevent the government from providing meals, commanders must submit a PAR to Finance on behalf of affected personnel to authorize Finance to adjust charges for affected meals.

7. The point of contact for this policy is the JRTC and Fort Polk, Assistant Chief of Staff, G1, at (337) 531-1196.



JASON A. CURL
Brigadier General, USA
Commanding

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